



Program Description

The Robbins Library and the Fox Branch Library create opportunities for lifelong learning, meaningful connection, and discovery for all. The library offers a wide range of collections, services, and spaces to meet Arlington's evolving interests and needs. Reference assistance and reader's advisory services are offered in person and via email, chat, and phone. Library staff maintain efficient recordkeeping for over 200,000 items in the physical collection and access to over 120,000 titles in the digital library through shared resources of the Minuteman Library Network (MLN) and resources purchased exclusively for Arlington cardholders. The library promotes curiosity and a love of reading in children, teens, and adults, and programming that supports formal learning as well as entertainment and personal growth.

Budget Statement

With anticipated contractual obligations, the total projected FY25 budget will meet the state municipal appropriation requirement for library certification, which in turn affords Arlington residents borrowing privileges at local libraries and through the Minuteman Library Network interlibrary loan system and make the library eligible to receive Massachusetts State Aid to Libraries.

PROGRAM COSTS

Libraries	FY2022 Actual	FY2023 Actual	FY2024 Budget	FY2025 Request
Personnel Services	2,073,835	2,038,335	2,238,758	2,366,628
Expenses	521,637	519,922	539,880	547,380
Total	2,595,471	2,558,257	2,778,638	2,914,008

FY2025 Objectives

The library's FY21-FY26 Strategic Plan, completed in 2021, provides a roadmap for the years ahead. The following objectives for FY25 were defined by staff and library Trustees based on the Strategic Plan. The complete plan can be found on the library website, www.robbinslibrary.org.

- Develop a model for a self-funded Town position to support the Arlington Libraries Foundation as they grow to reach capital campaign capacity.
- With Town partners, move to the planning and design phase for renovations at the Fox Branch Library.
- Reevaluate and balance physical and digital library collections, in keeping with sustained and projected usage trends and patterns.
- Reevaluate and where possible expand hours of operations—with specific attention to Thursday mornings and Children's Room hours.
- Implement staffing models that support that library's strategic goals and service objectives.
- Begin a space study for Robbins Library interior spaces ahead of anticipated interior renovations funded privately

Major Accomplishments for 2023

Providing Core Services

- Achieved a second straight year of record-breaking circulation at Robbins Library in FY2023 with a total circulation of 950,249 physical and electronic items.
- Arlington is a circulation leader for the Minuteman Library Network and the Commonwealth, and ranks 5th in statewide circulation, over much larger communities like Somerville, Framingham, Worcester, and Springfield.
- Opened Robbins Library to the public on Town Day, bringing library services back to Arlington center on Town Day for the first time in over 30 years with special historical displays and information on library services.

**Major Accomplishments (cont.)**

- Created new programs, services, and collections to support evolving community interests and needs. Highlights include:
 - A “learning abilities” collection in the Children’s room, offering materials designed for children with dyslexia and other language-based learning disabilities.
 - “Rainbow Readers,” a book program for 3rd-5th graders on the gender spectrum
 - Teen-led programs for middle and high school patrons, expanding the options for library programs and giving students the ability to receive volunteer credit and take on leadership roles in the community.

Partnering with Town departments, boards, commissions, and other organizations to better serve Arlington

- Partnered with Transformative Growth Grant awardee Lamplight Literacy to host a course for English Language learners scheduled to take the Test for Essential Academic Skills.
- Provided information on library access and available resources to participants in “English Now” conversation circles.
- Hosted a local children’s book author for an event co-sponsored with Arlington EATS.
- Co-sponsored an Indigenous Peoples Day program with the Cyrus Dallin Museum and the Human Rights Commission.
- Continued serving as an active partner in the Housing Corporation of Arlington’s Human Services Network, a coalition of Town departments and non-profit social services organizations working to identify and stabilize vulnerable community members by connecting families and individuals to resources supporting housing, employment, and other key services.
- Partnered with the Arlington Disability Commission, the Arlington Libraries Foundation, and other Town bodies to present the 2023 Arlington Reads Together program, featuring the ART book pick, Being Heumann by noted disability activist Judy Heumann

Improving Library Spaces

- Applied for and received CDBG funding to renovate and bring to code first floor restrooms at Robbins Library.
- Created a new monthly schedule for meetings with the Facilities department to better support and anticipate facility needs and requests

Major Accomplishments (cont.)

- Submitted a Letter of Intent to apply for Massachusetts Public Library Construction Program Grant funds for renovations at the Fox Branch Library.
- Formed a Fox Branch Library Facility Needs Committee to complete the Building Program, as specified in the Massachusetts Public Library Construction Program grant application
- Refreshed the Teen space by removing shelving and adding new Arlington Libraries Foundation funded tables and chairs.
- Released an RFP and secured a consultant to complete a needs assessment study at Fox Branch Library.

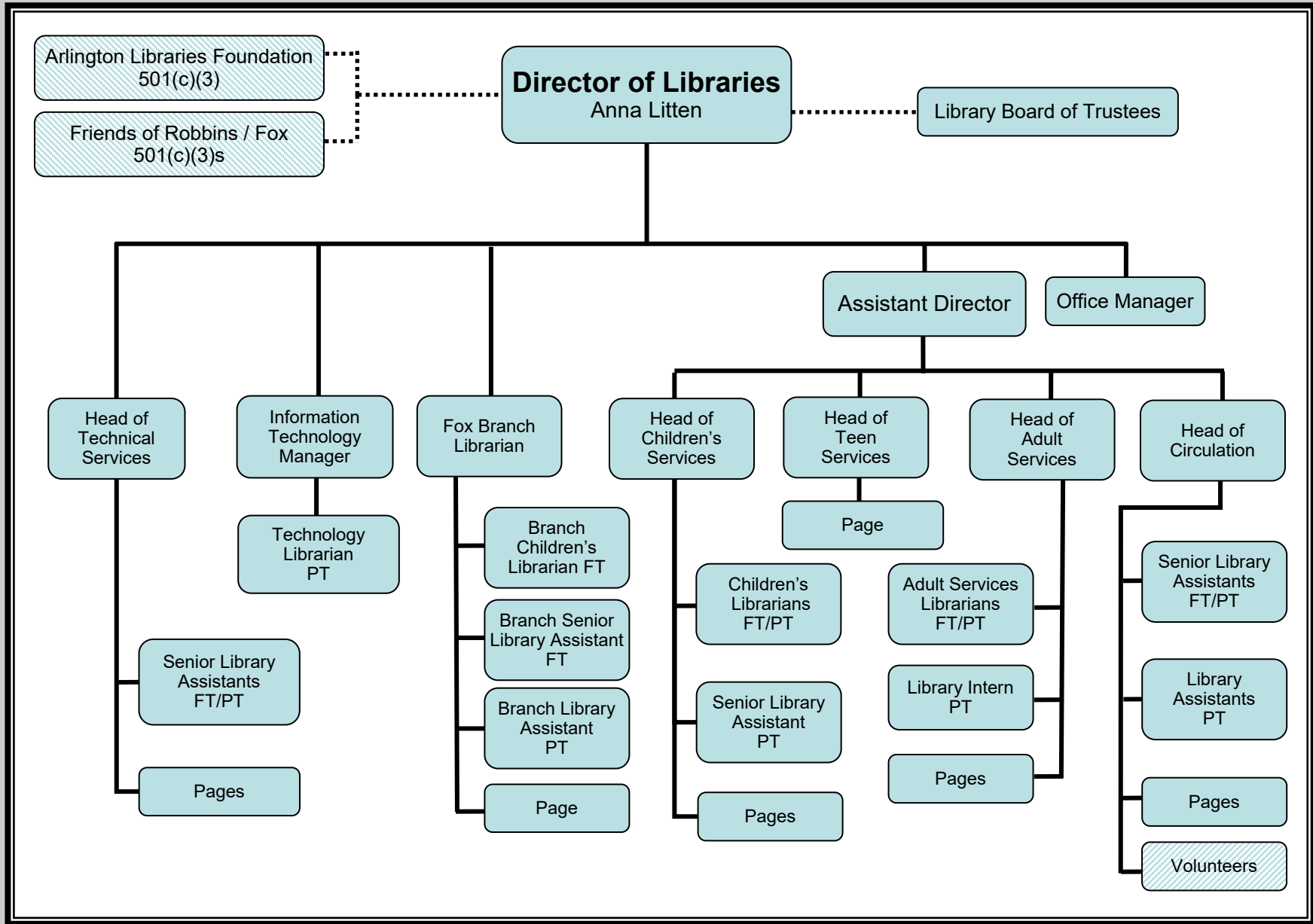
STAFFING

	FY2022 Actual	FY2023 Actual	FY2024 Budget	FY2025 Request
Libraries				
Managerial	1.00	1.00	1.00	1.00
Clerical	15.29	15.27	15.19	15.69
Professional/Technical	14.60	14.60	14.89	14.89
Custodial/Bldg. Maint.	0.00	0.00	0.00	0.00
Total	30.89	30.87	31.07	31.57

Performance / Workload Indicators

Library	FY2021 Actual	FY2022 Actual	FY2023 Actual	FY2024 Estimated
Library Trust funds expenditure	\$181,591	\$191,631	\$207,840	\$ 256,642
Public/private grant funds secured*	\$120,677	\$150,658	\$175,803	\$ 183,693
Total circulation	707,033	939,396	950,249	962,000
Physical materials	516,134	757,163	753,265	750,000
E-content	190,899	182,233	196,984	212,000
Interlibrary loans processed	390,553	297,176	297,204	297,000
Reference questions answered	6,686	30,361	50,626	50,000
Children’s programs	221	381	385	400
Adult and YA programs	137	155	331	250
Visits to Robbins Library	68,189	233,595	261,187	300,000
Uses of Meeting Rooms	0	399	420	450

*Includes grants from Arlington Libraries Foundation, Friends of the Robbins Library, Fox & Robbin Shop
Fox Shop offset included in Personnel Services. For State Aid to Libraries--see Cherry Sheet.





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